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The Minnesota  
**State  
Register**

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**Rules and Official Notices Edition**

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**Monday 8 April 1996**

**Volume 20, Number 41**

**Pages 2423-2440**

# State Register

## Judicial Notice Shall Be Taken of Material Published in the *State Register*

The *State Register* is the official publication of the State of Minnesota, containing executive and commissioners' orders, proposed and adopted rules, official and revenue notices, professional-technical-consulting contracts, non-state bids and public contracts and grants.

A *Contracts Supplement* is published Tuesday, Wednesday and Friday and contains bids and proposals for commodities, including printing bids.

### Printing Schedule and Submission Deadlines

Vol. 20 Issue Number	PUBLISH DATE	Deadline for both Adopted and Proposed RULES	Deadline for: Emergency Rules, Executive and Commissioner's Orders, Revenue and Official Notices, State Grants, Professional-Technical-Consulting Contracts, Non-State Bids and Public Contracts
# 41	Monday 8 April	Monday 25 March	Monday 1 April
# 42	Monday 15 April	Monday 1 April	Monday 8 April
# 43	Monday 22 April	Monday 8 April	Monday 15 April
# 44	Monday 29 April	Monday 15 April	Monday 22 April

Arne H. Carlson, Governor 612/296-3391	Hubert H. Humphrey III, Attorney General 612/297-4272	Joan Anderson Growe, Secretary of State 612/296-2079
Joanne E. Benson, Lt. Governor 612/296-3391	Judi Dutcher, State Auditor 612/297-3670	Michael A McGrath, State Treasurer 612/296-7091
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An "Affidavit of Publication" can be obtained at a cost of \$5.00 for notices published in the *State Register*. This service includes a notarized "Affidavit of Publication" and a copy of the issue of the *State Register* in which the notice appeared.

To submit notices for publication in the *State Register*, contact the editor listed above. The charge is \$80.00 per page, billed in tenths of a page (columns are seven inches wide). About 2-1/2 pages typed double spaced on 8-1/2" x 11" paper equal one typeset page in the *State Register*. Submit two copies of your notice, typed double spaced, with a letter on your letterhead stationery requesting publication date. Send to the *State Register* at the address listed below.

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- *State Register* (published every Monday, or Tuesday if Monday is a holiday) One year subscription: \$150.00
- *Contracts Supplement* (published every Tuesday, Wednesday, Friday) One year subscription: \$125.00 via first class mail, \$140.00 via fax or through our On-Line Service via your computer modem. For a free sample demo of the On-Line Service call via your modem: 612/821-4096. Access item "S": *State Register* Modem parameters 8-N-1 1200/2400. By purchasing the On-Line access you are agreeing to not redistribute without authorization.
- 13-week trial subscription which includes both the *State Register* and *Contracts Supplement*. \$60.00
- Single issues are available for a limited time: *State Register* \$3.50, *Contracts Supplement* 50¢. Add shipping charge of \$3.00 per order.
- "*Commodity Contract Awards Reports*," - lists awards of contracts and bids published in the Tuesday-Wednesday-Friday "*Contracts Supplement*" - published every two weeks, \$5.00 per individual report, plus \$3.00 shipping if applicable. Order stock # 99-42. Six-month subscriptions cost \$75.00. Appears every two weeks. Order stock # 90-14. Available in hard copy format only.
- "*Professional-Technical-Consulting Award Reports*," - published each month listing the previous month's awards of contracts and RFPs that appeared in the Monday edition of the "*State Register*." Individual copies are \$15.00 per report, plus \$3.00 shipping if applicable. Order stock # 99-43. Six-month subscriptions cost \$75.00. Appears monthly. Order stock number 90-15. Available in hard copy format only.

### FOR LEGISLATIVE NEWS

Publications containing news and information from the Minnesota Senate and House of Representatives are available free to concerned citizens and the news media. To be placed on the mailing list, write or call the offices listed below:

#### SENATE

*Briefly-Preview*—Senate news and committee calendar; published weekly during legislative sessions.

*Perspectives*—Publication about the Senate.

*Session Review*—Summarizes actions of the Minnesota Senate.

Contact: Senate Public Information Office (612) 296-0504  
Room 231 State Capitol, St. Paul, MN 55155

#### HOUSE

*Session Weekly*—House committees, committee assignments of individual representatives; news on committee meetings and action. House action and bill introductions.

*This Week*—weekly interim bulletin of the House.

*Session Summary*—Summarizes all bills that both the Minnesota House of Representatives and Minnesota Senate passed during their regular and special sessions.

Contact: House Information Office (612) 296-2146  
Room 175 State Office Building, St. Paul, MN 55155

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### The Professional-Technical-Consulting Contract Award Reports is published monthly.

The *State Register Contracts Supplement* with commodities and price contracts advertised by the state is published every Tuesday, Wednesday and Friday. Award results are currently only available from the Materials Management Helpline.

Individual copies and subscriptions for both publications are available through Minnesota's Bookstore, (612) 297-3000 or 1-800-657-3757.

Vendors interested in responding to the commodity and price contracts advertised in the *Contracts Supplement* should contact the Department of Administration **Materials Management Division Helpline** 612/296-2600.

# Minnesota Rules: Amendments and Additions

## NOTICE: How to Follow State Agency Rulemaking in the State Register

The *State Register* is the official source, and only complete listing, for all state agency rulemaking in its various stages. State agencies are required to publish notice of their rulemaking action in the *State Register*. Published every Monday, the *State Register* makes it easy to follow and participate in the important rulemaking process. Approximately 75 state agencies have the authority to issue rules. Each agency is assigned specific *Minnesota Rule* chapter numbers. Every odd-numbered year the *Minnesota Rules* are published. This is a ten-volume bound collection of all adopted rules in effect at the time. Supplements are published to update this set of rules. Proposed and adopted emergency rules do not appear in this set because of their short-term nature, but are published in the *State Register*.

If an agency seeks outside opinion before issuing new rules or rule amendments, it must publish a NOTICE OF INTENT TO SOLICIT OUTSIDE OPINION in the *Official Notices* section of the *State Register*. When rules are first drafted, state agencies publish them as **Proposed Rules**, along with a notice of hearing, or notice of intent to adopt rules without a hearing in the case of noncontroversial rules. This notice asks for comment on the rules as proposed. Proposed emergency rules and withdrawn proposed rules are also published in the *State Register*. After proposed rules have gone through the comment period, and have been rewritten into their final form, they again appear in the *State Register* as **Adopted Rules**. These final adopted rules are not printed in their entirety in the *State Register*, only the changes made since their publication as Proposed Rules. To see the full rule, as adopted and in effect, a person simply needs two issues of the *State Register*, the issue the rule appeared in as proposed, and later as adopted. For a more detailed description of the rulemaking process, see the *Minnesota Guidebook to State Agency Services*.

The *State Register* features partial and cumulative listings of rules in this section on the following schedule: issues 1-13 inclusive; issues 14-25 inclusive; issue 26, cumulative for issues 1-26; issues 27-38 inclusive; issue 39, cumulative for 1-39; issues 40-51 inclusive; and issue 52, cumulative for 1-52. An annual subject matter index for rules appears in August. For copies of the *State Register*, a subscription, the annual index, the *Minnesota Rules* or the *Minnesota Guidebook to State Agency Services*, contact the Print Communications Division, 117 University Avenue, St. Paul, MN 55155 (612) 297-3000 or toll-free in Minnesota 1-800-657-3757.

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## Adopted Rules

The adoption of a rule becomes effective after the requirements of Minn. Stat. §§14.14-14.28 have been met and five working days after the rule is published in *State Register*, unless a later date is required by statutes or specified in the rule.

If an adopted rule is identical to its proposed form as previously published, a notice of adoption and citation to its previous *State Register* publication will be printed.

If an adopted rule differs from its proposed form, language which has been deleted will be printed with strikeouts and new language will be underlined. The rule's previous *State Register* publication will be cited.

An emergency rule becomes effective five working days after the approval of the Attorney General as specified in Minn. Stat. §14.33 and upon the approval of the Revisor of Statutes as specified in §14.36. Notice of approval by the Attorney General will be published as soon as practicable, and the adopted emergency rule will be published in the manner provided for adopted rules under §14.18.

## Department of Agriculture

### Adopted Permanent Rules Relating to RFA Agricultural Improvement Loans

The rules proposed and published at *State Register*, Volume 20, Number 26, pages 1560-1565, December 26, 1995 (20 SR 1560), are adopted as proposed.

## Department of Agriculture

### Adopted Permanent Rules Relating to RFA Livestock Expansion Loan Program

The rules proposed and published at *State Register*, Volume 20, Number 26, pages 1575-1580, December 26, 1995 (20 SR 1575), are adopted as proposed.

## Department of Agriculture

### Adopted Permanent Rules Relating to RFA Restructure Participation Program

The rules proposed and published at *State Register*, Volume 20, Number 26, pages 1571-1575, December 26, 1995 (20 SR 1571), are adopted as proposed.

## Department of Human Services

### Adopted Permanent Rules Governing Administration of Community Social Services

The rules proposed and published at *State Register*, Volume 20, Number 23, pages 1263-1275, December 4, 1995 (20 SR 1263), are adopted with the following modifications:

#### Rules as Adopted

#### 9550.0010 DEFINITIONS.

Subp. 2a. **Authorized representative.** Authorized representative" means a parent of a minor child, a guardian, a person who is authorized by power of attorney under *Minnesota Statutes*, section 523.01, a person who is appointed by the applicant or client, or a person who is authorized by a court of law to act on the applicant's or client's behalf in matters involving community social services. The case record must document the name of the person or names of the persons appointed and the reason or reasons for the appointment.

**KEY: PROPOSED RULES SECTION** — Underlining indicates additions to existing rule language. ~~Strike outs~~ indicate deletions from existing rule language. If a proposed rule is totally new, it is designated "all new material." **ADOPTED RULES SECTION** — Underlining indicates additions to proposed rule language. ~~Strike outs~~ indicate deletions from proposed rule language.

## Adopted Rules

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### 9550.0040 GRANTS AND PURCHASE OF SERVICE CONTRACTS.

Subp. 2. **Grant and contract requirements.** Grants and purchase of service contracts for community social services must contain the following:

B. ~~an explicit~~ a description of the service or services as defined in the community social services plan;

### 9550.0060 SOCIAL SERVICES FEES.

Subp. 2. **Ability to pay.** County-established fees and fee schedules must be based upon a client's ability to pay, ~~as determined by considering.~~ In determining ability to pay, counties must consider family size, and income, and may consider other resources. Fees and fee schedules must reflect a sliding scale in which the fee charged varies in accordance with factors that would affect the amount a client is able to pay.

Fees must not be based upon a minimum charge to all clients.

### 9550.0070 APPLICATION FOR SOCIAL SERVICES.

Subpart 1. **Right to apply.** The local agency must post a notice in a prominent place within the local agency advising individuals of their right to apply for social services. The local agency must advise all individuals who ask about receiving social services or request social services of their right to sign an application form for social services without delay during normal business hours and that the application form will be processed after it is signed and completed.

## Department of Labor and Industry

### Adopted Permanent Rules Relating to OSHA; General Revision

The rules proposed and published at *State Register*, Volume 20, Number 18, pages 970-985, October 30, 1995 (20 SR 970), are adopted with the following modifications:

#### Rules as Adopted

### 5210.0539 EMPLOYEE AND AUTHORIZED EMPLOYEE REPRESENTATIVE CONTESTS.

#### Subp. 2. Filing.

B. Within seven days of the employee's or authorized employee representative's receipt of the employee notice of contest form, the employee or authorized employee representative shall file the fully completed form with the commissioner. For purposes of this part, an employee notice of contest is filed only upon its receipt by the commissioner. The day the notice of contest is received shall not be included in calculating the ~~20 seven~~ seven-day calendar days. The last day of the ~~20-day~~ seven-day period shall be included, unless it is a Saturday, Sunday, or state holiday, in which event the period runs until the next day which is not a Saturday, Sunday, or state holiday. An employee notice of contest form may be filed with the commissioner by postage prepaid first class mail, personal delivery, or facsimile transmission according to part 5210.0554, subpart 2.

## Department of Labor and Industry

### Adopted Permanent Rules Relating to Occupational Safety and Health Review Board

The rules proposed and published at *State Register*, Volume 20, Number 18, pages 986-991, October 30, 1995 (20 SR 986), are adopted as proposed.

## Board of Nursing

### Adopted Permanent Rules Relating to Experimental Nursing Programs; Licensure Without Examination and Registration Fees

The rules proposed and published at *State Register*, Volume 20, Number 26, pages 1788-1790, December 26, 1995 (20 SR 1788), are adopted with the following modifications:

#### Rules as Adopted

#### 6301.0810 EXPERIMENTAL PROGRAMS; EXEMPTION FROM CERTAIN RULES.

Subpart 1. **Eligibility for exemption.** A professional or practical nursing program approved by the board and desiring to experiment within the program is eligible to seek an exemption from the rules identified in subpart 2. To be eligible for the exemption, the program of theory and practice must evidence one or more of the following: development of a multidisciplinary or interdisciplinary educational program, major change in the focus of the curriculum, major change in the ~~focus~~ locus of student-client interactions, or another revision of a similar magnitude. The program shall continue to prepare graduates to practice safely, competently, and ethically within the full scope of practice as defined in *Minnesota Statutes*, section 148.171, paragraph (3), for professional nursing, or paragraph (5) for practical nursing. The program shall be prepared to implement the experimental program within 18 months after the exemption is granted by the board.

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**Withdrawn Rules**

## Pollution Control Agency

### Notice of Withdrawal of Proposed State Agency Rulemaking in the Matter of Proposed Rule Amendments to *Minnesota Rule 7001*, Governing Issuance of Section 401 Water Quality Certifications

NOTICE IS HEREBY GIVEN that the Minnesota Pollution Control Agency (MPCA) is withdrawing proposed rulemaking governing the issuance of Section 401 Water Quality Certifications (Minnesota Rule 7001). A Notice to Solicit Outside Information and Opinion was published for this rule in the *State Register* on October 18, 1993 (CITE 18 S.R. 1129). The intent of this rulemaking was to clarify the process and means of determination for issuing Section 401 Water Quality Certifications on federal discharge permits affecting waters of the state. *Minnesota Statutes* § 14.05, subd. 3, gives state agencies general authority to withdraw proposed rules.

From the comment period provided in the October 18, 1993 notice and other rulemaking activity, the MPCA determined that the 401 water quality certification process and requirements would best be clarified through informative public guidance documents, rather than through state agency rulemaking. In withdrawing this rulemaking, the MPCA will continue to review and issue 401 certifications under existing rule.

For further information about why the MPCA is withdrawing the rule, and for information regarding 401 certification guidance documents, please contact:

Mark Gernes  
Minnesota Pollution Control Agency  
Water Quality Division  
Monitoring and Assessment Section; Standards Unit  
520 Lafayette Road  
Saint Paul, MN 55155-4194  
(612) 297-3363  
1-800-652-3843  
FAX: (612) 297-8683  
e-mail: mark.gernes@mpca.state.mn.us

## Official Notices

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## Revenue Notices

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The Department of Revenue began issuing revenue notices in July of 1991. Revenue notices are statements of policy made by the department that provide interpretation, detail, or supplementary information concerning a particular statute, rule, or departmental practice. The authority to issue revenue notices is found in *Minnesota Statutes* §270.0604.

### Department of Revenue

#### Revenue Notice #96-03: Insurance Premium Tax - Bail Bonds

Bail bonds issued by an insurance company are a form of surety bond subject to the insurance premiums tax set forth in *Minnesota Statutes*, § 60A.15 subd. 1. The entire premium, including amounts retained as fees by an agent, is subject to taxation.

Dated: 8 April 1996

Patricia A. Lien  
Assistant Commissioner for Tax Policy

## Official Notices

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Pursuant to the provisions of *Minnesota Statutes* §14.101, an agency, in preparing proposed rules, may seek information or opinion from sources outside the agency. Notices of intent to solicit outside opinion must be published in the *State Register* and all interested persons afforded the opportunity to submit data or views on the subject, either orally or in writing.

The *State Register* also publishes other official notices of state agencies, notices of meetings, and matters of public interest.

### Department of Agriculture

#### Minnesota Rural Finance Authority

#### Notice of Public Hearing on the Issuance of an Agricultural Development Revenue Bond Under *Minnesota Statutes*, Chapter 41C

NOTICE IS HEREBY GIVEN that a public hearing will be held on **April 24 1996**, at **9 A.M.** in Room 145 Department of Agriculture Building, 90 West Plato Boulevard, Saint Paul Minnesota, on a proposal that the Minnesota Rural Finance Authority (the Authority) issue its revenue bond under *Minnesota Statutes*, Chapter 41C, in order to finance the purchase of **approximately 160 acres with buildings** located in **Section 23, T103N, R43W, Nobles County, Minnesota** on behalf of **Bruce & Kate McCann**, a married couple (the Borrowers). The maximum aggregate face amount of the proposed bond issue is **\$145,000.00**. The revenue bond will be a limited obligation of the Authority, payable solely from the revenue pledged to the payment thereof. No holder of such revenue bond will ever have the right to compel any exercise of the taxing power of the State of Minnesota to pay the bond or the interest thereon, nor to enforce payment against any property of the Authority or the State of Minnesota, except the revenues specifically pledged to the payment thereof. Before issuing the revenue bond, the Authority will enter into an agreement with the Borrower whereby the Borrower will be obligated to make payments at least sufficient at all times to pay the principal of an interest on such revenue bond when due. All persons interested may appear and be heard at the time and place set forth above, or may file written comments with the Executive Director of the Authority prior to the date of the hearing set forth above.

Dated: 6 March 1996

Jim Boerboom  
RFA Director

### Ethical Practices Board

#### Notice of 1996 Election Year Campaign Expenditure Limits

In accordance with *Minnesota Statutes* §§ 10A.25 and 10A.255, the following are election year campaign expenditure limits for 1996 by office sought: State Senate, \$45,568; State Representative \$22,784.

## **Department of Human Services**

### **Health and Continuing Care Strategies**

### **Health Care Purchasing**

### **Long Term Care Options Project**

#### **Information Session for Prospective Contractors to the Long Term Care Options Project**

The Long Term Care Options Project will be holding an information session to clarify project policy on questions raised at the LTCOP Bidder's Conference held on March 13, 1996 at the Kelly Inn. Items of discussion will include: 1) carryover of nursing facility liability for a LTCOP recipient disenrolling into the PMAP product of the same health plan; and 2) carryover of nursing facility liability when a LTCOP recipient disenrolls to a different LTCOP health plan.

The information session will be held Monday, April 15th from 2 p.m. to 4:00 p.m. at the Department of Human Services, 444 Lafayette Road N., St. Paul, MN, rooms 3A and 3B. Prospective contractors to the Long Term Care Options Project are strongly encouraged to attend.

Please coordinate within your organization to send only one representative. All participants must register for this meeting by contacting the person named below. Interested parties may also request a summary of information presented at the meeting.

Getchen Ulrich  
LTCOP Project Assistant  
Department of Human Services  
444 Lafayette Road North  
St. Paul, MN 55155-3853  
phone: (612) 296-2332  
fax: (612) 297-3230

## **Department of Labor and Industry**

### **Labor Standards Division**

#### **Notice of Prevailing Wage Certifications for Commercial Construction Projects**

Effective April 8, 1996 prevailing wage rates were determined and certified for commercial construction projects in the following counties:

**Anoka:** The Willows (Senior Housing)-Ham Lake; East Central Regional Juvenile Center-Lino Lakes; Centennial Elementary School Kitchen Alterations-Blaine; Centerville Elementary School-Centerville.

**Carlton:** Cloquet Middle School Elevator and Media Center Addition-Cloquet.

**Dakota:** Kenwood Trail Jr High Portable Lease Classrooms General Const-Lakeville.

**Hennepin:** Hamilton Asbestos Abatement Project-Minneapolis; Re-Bid for Lead Paint Stabilization at Henry School-Minneapolis; Howe School Asbestos Abatement Project-Minneapolis.

**Meeker:** South Elementary-Cosmos.

**Morrison:** HVAC in Buildings 7-17 and 7-171, Camp Ripley-Camp Ripley.

**Pennington:** Soo Line Depot Restoration-Thief River Falls.

**Ramsey:** Asbestos Abatement-St Paul; Addition to Sunnyside Elementary. RSP No 6184-901-100. New Brighton.

**Rock:** Luverne Depot Restoration-Luverne; Stucco Repair at the Luverne National Guard Armory-Luverne.

**St Louis:** U of M Duluth Medical School Addition-Duluth.

**Scott:** St Wencesleus Catholic Church Restoration Phase I-New Prague.

**Sherburne:** Addition to the Elk River Ice Arena. RSP #6190-601.17.4. Elk River.

**Stearns:** House Demolition and Site Restoration-Sauk Centre.

## Official Notices

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**Winona:** Winona Technical College 1996 Sprinkler Systems Addition and Ceilings-Winona; Winona Technical College 1996 Asbestos Abatement-Winona.

Copies of the certified wage rate for these projects may be obtained by writing the Minnesota Department of Labor and Industry, Prevailing Wage Section, 443 Lafayette Road, St. Paul, Minnesota 55155-4306. The charge for the cost of copying and mailing are \$1.36 per project. Make check or money order payable to the State of Minnesota.

Gary W. Bastian, Commissioner

## Public Employees Retirement Association

### Board of Trustees, Notice of Meeting

A meeting of the Board of Trustees of the Public Employees Retirement Association (PERA) will be held on Thursday, April 11, 1996 at 9:30 a.m. in the offices of the association, 514 St. Peter Street, Suite 200, Saint Paul, Minnesota.

## Minnesota Department of Public Safety

### Request for Comments on Planned Amendments to Rules Governing the Issue and Transfer of License Plates, *Minnesota Rules* 7403.0100-7403.1400

**Subject of Rule.** The Minnesota Department of Public Safety request comments on its planned amendments to rules governing the issue and transfer of motor vehicle license plates. The department is considering rule amendments that restrict the use of specific characters, affect the reissuing of special license plates, limit the right to retain personalized plate combinations, and increase plate fees.

**Persons Affected.** The amendment to the rule would likely affect all persons who own or operate motor vehicles displaying special license plates. The department does not contemplate appointing an advisory committee to comment on the planned rule.

**Statutory Authority.** *Minnesota Statutes* sections 299A.01, 14.06, and 168A.24 authorize the department to adopt rules necessary to carry out the provisions of sections 168A.01 to 168A.31.

**Public Comment.** Interested persons or groups may submit comments or information on this planned rule in writing or orally until 4:30 p.m. on June 14, 1996. The department has prepared a draft of the planned rule amendment. Written or oral comments, questions, requests to receive a draft of the rule, and requests for more information on this planned rule should be addressed to:

Catherine A. Moore  
Department of Public Safety  
395 John Ireland Boulevard  
Room 120  
Saint Paul, Minnesota 55155

Phone: 612-296-2608  
Fax: 612-296-3141

Comments submitted in response to this notice will not be included in the formal rulemaking record when a proceeding to adopt a rule is started.

Michael S. Jordan, Commissioner  
Department of Public Safety

## Department of Transportation

### Petition of the City of Burnsville for a Variance from State Aid Requirements for DESIGN SPEED

**NOTICE IS HEREBY GIVEN** that the Burnsville City Council has made written request to the Commissioner of Transportation pursuant to *Minnesota Rules* 8820.3300 for a variance from rules as they apply to a proposed reconstruction project on Municipal State Aid Street No. 127 (River Hills Drive), between Cliff Road and South Red Oak Circle in the City of Burnsville.

The request is for a variance from *Minnesota Rules* for State Aid Operations 8820.9936, adopted pursuant to *Minnesota Statutes* Chapter 161 and 162, so as to allow two 25 mph horizontal curves, in lieu of the required 50 kilometer/hour design speed on the proposed reconstruction project on Municipal State Aid Street No. 127 (River Hills Drive), between Cliff Road and South Red Oak Circle in the City of Burnsville.

Any person may file a written objection to the variance request with the Commissioner of Transportation, Transportation Building, St. Paul, Minnesota 55155.

If a written objection is received within 20 days from the date of this notice in the *State Register*, the variance can be granted only after a contested case hearing has been held on the request.

Dated: 1 April 1996

Patrick B. Murphy  
Division Director  
State Aid for Local Transportation

## Board of Water and Soil Resources

### Meeting Notice

The Board of Water and Soil Resources (BWSR) will hold their next monthly meeting on Thursday, April 25, at the Minnesota Valley Wildlife Refuge in Bloomington. The meeting will begin at 9:00 a.m.

The BWSR will hold their May meeting on May 22, at the Holiday Inn in Fairmont, beginning at 9:00 a.m.

The next regularly scheduled monthly meeting date is Wednesday, June 26, 1996, at the BWSR Conference Room, One West Water Street, St. Paul.

# State Grants

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In addition to requests by state agencies for technical/professional services (published in the State Contracts section), the *State Register* also publishes notices about grant funds available through any agency or branch of state government. Although some grant programs specifically require printing in a statewide publication such as the *State Register*, there is no requirement for publication in the *State Register* itself.

Agencies are encouraged to publish grant notices, and to provide financial estimates as well as sufficient time for interested parties to respond.

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## Department of Health

### Minnesota ASSIST Tobacco Use Prevention Grant Funds Available

<b>Eligible Applicants:</b>	Community Health Boards, Non-Profit Organizations, Private Organizations, Community-Based Organizations, Individuals
<b>Amount of Available Funds:</b>	\$400,000 approximately per year (dependent on federal funding)
<b>Duration of Grants:</b>	10/01/96 - 09/30/98
<b>Application Materials Available:</b>	04/08/96
<b>Application Deadline:</b>	05/24/96
<b>Award Decision:</b>	Within 60 days of application deadline but no sooner than 07/15/96.
<b>Beginning Contract Date:</b>	10/01/96

#### Description of Grant:

The Minnesota ASSIST Project seeks to fund community coalitions and special projects focused on tobacco-control policy change. The four objectives of MN ASSIST are: (1) to eliminate environmental tobacco smoke; (2) to reduce youth access to tobacco; (3) to reduce tobacco advertising and promotion; and (4) to increase economic disincentive for use or sale of tobacco. MN ASSIST approaches its objectives through policy advocacy and media advocacy strategies. MN ASSIST focuses on change at the community or statewide level, rather than the individual level.

The primary intervention area for MN ASSIST, the region where the majority of funds will be distributed to local coalitions, includes the following 20 counties: Anoka, Benton, Carver, Chisago, Dakota, Dodge, Goodhue, Hennepin, Isanti, Olmsted, Ramsey, Rice, Scott, Sherburne, Stearns, Steele, Wabasha, Washington, Winona, and Wright. Funding will also be available for special projects - those that will have an effect throughout the state or in a specific region and focus on at least one of the ASSIST priority populations: youth; women and men in blue-collar, service or clerical occupations; low income and unemployed people; and American Indians, African Americans, Hispanics/Latinos, and Asians/Pacific Islanders. A smaller portion of funds will be available for local coalitions outside of the primary intervention region.

**Contact Person:** Lin Blaskovich  
Division of Family Health  
Minnesota Department of Health  
717 Delaware Street Southeast  
P.O. Box 9441  
Minneapolis, MN 55440-9441  
Telephone: 612/623-5357 FAX: 612/623-5733

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# Professional, Technical & Consulting Contracts

Department of Administration procedures require that notice of any consultant services contract or professional and technical services contract which has an estimated cost of over \$10,000 be printed in the *State Register*. These procedures also require that the following information be included in the notice: name of contact person, agency name and address, description of project and tasks, cost estimate, and final submission date of completed contract proposal. Certain quasi-state agencies are exempted from some of the provisions of this statute.

In accordance with *Minnesota Rules* Part 1230.1910, certified Targeted Group Businesses and individuals submitting proposals as prime contractors shall receive the equivalent of a 6% preference in the evaluation of their proposal. For information regarding certification, call the Materials Management Helpline (612)296-2600 or [TDD (612)297-5353 and ask for 296-2600].

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## Department of Administration and University of Minnesota

### Proposals Sought for Air, Hotel and Car Rental Reservations

The State of Minnesota and the University of Minnesota are doing a joint purchase request for proposal for comprehensive travel services to include the arranging of air, hotel and car rental reservations.

To obtain a copy of the proposal contact:

Purchasing Services  
1300 South 2nd Street, Suite 560  
Minneapolis, MN 55454-1092  
Telephone: 612-624-2828  
Fax: 612-626-0366

## Housing Finance Agency

### Request for Proposal for Financial Advisory Services

The Minnesota Housing Finance Agency (MHFA) expects to have available a Request for Proposal (RFP) for Financial Advisory Services on April 8, 1996. The services to be provided by an independent financial advisory firm include, but are not limited to the following: assist MHFA staff in determining the most advantageous way to raise capital, assist MHFA staff in the development and analysis of proposed bond financing structures, advise the Agency's Board as to the reasonableness of the underwriter's bid, provide a written evaluation of the underwriting team's performance, assist in financial planning and prepare complicated cashflow projections as requested. Copies of the RFP can be obtained by contacting Robin Hanson, Deputy Commissioner, at 612/296-9813.

Proposals are to be submitted to Minnesota Housing Finance Agency, Robin Hanson, Deputy Commissioner, 400 Sibley Street, Suite 300, St. Paul, Minnesota 55101-1998 no later than 12:00 p.m., noon, CDST, Friday, May 3, 1996.

## Iron Range Resources and Rehabilitation Board

### Proposals Sought for Advertising and Marketing

The Iron Range Resources and Rehabilitation Board (IRRRB), a state agency responsible for diversifying the economy of north-eastern Minnesota, is requesting proposals from full service advertising agencies to assist in creating and implementing a plan for marketing and advertising the Agency's tourism functions.

**Goal:**

The goal of this contract is to increase the awareness, exposure and recognition of N.E. Minnesota as a year-round travel destination and to increase travel into and throughout the region.

The IRRRB requests that respondents address sample tasks, explaining in detail their proposed plans to accomplish stated objectives for each portion of the Request for Proposal. It is anticipated that this contract will begin on approximately May 15, 1996 and remain in effect until June 30, 1997, with options to renew for four additional one year periods.

This request for proposal does not obligate the state to complete the project, and the state reserves the right to cancel the solicitation if it is considered to be in its best interest.

## Professional, Technical & Consulting Contracts

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Prospective responders who have any questions or would like to request a complete request for proposal may call or write:

Jodi Phelps  
Communications and Regional Tourism Director  
Iron Range Resources and Rehabilitation Board  
Highway 53 South  
P.O. Box 441  
Eveleth, MN 55734  
(218) 749-7721  
FAX: (218) 749-9665

by **April 15, 1996**. No other Agency personnel is authorized to discuss this request for proposal

All proposals must be received not later than 4:00 P.M. Friday, **April 26, 1996** indicated by a notation made by the receptionist at the front desk of the IRRRB administration building located on highway 53 S, Eveleth, MN. Late proposals will not be accepted.

In compliance with *Minnesota Statutes* 16b.167, the availability of this contracting opportunity is being offered to state employees. We will evaluate the responses of any state employee along with other responses to this Request for Proposal.

## Department of Public Safety

### Office of Traffic Safety

### Request for Proposals for Conducting the Statewide Motorcycle Safety Program

The Minnesota Department of Public Safety is seeking proposals to conduct the Minnesota Motorcycle Safety Program. Contractors' responsibilities include, but are not limited to: administration of the project, supervision and training of course instructors, and scheduling and providing basic and advanced rider courses. Details are contained in a Request for Proposals which may be obtained by calling or writing:

Barry Shaul  
Office of Traffic Safety  
Department of Public Safety  
444 Cedar Street  
Suite 100-B, Town Square  
St. Paul, MN 55101-2156  
(612) 296-6794

The estimated cost of the contract is \$350,000.00. The Department will retain an option to extend the contract for two additional one-year periods. Final date for submitting proposals is April 26, 1996, by 4:00 PM.

## Department of Transportation

### Engineering Services Division

#### Notice of Availability of Contract for Highway Related Technical Activity

This request does not obligate the State of Minnesota Department of Transportation to complete the work contemplated in this notice, and the department reserves the right to cancel this solicitation. The responder shall bear all expenses incurred in responding to this notice. Responses to this advertisement become public information under the Freedom of Information Act.

**Note: Your proposal will not be considered if you have not met the affirmative action requirement at the time of this submittal.**

The Minnesota Department of Transportation (Mn/DOT) is soliciting expressions of interest and statements of qualifications for conducting Analysis of hydraulic problems of a 12' diameter stormwater tunnel which begins near the intersection of I-35W & 39th St., and ends near the I-35W bridge over the Mississippi River in the City of Minneapolis.

This project consists of two distinct phases:

Phase 1: Review Existing Data, Data Collecting and Monitoring.

Phase 2: Evaluation of Stormwater System, Developing alternative solutions to observed problems.

The Contractor shall provide all scientific and design services and deliver a Study Report containing the feasible alternatives by June 30, 1997.

Those contractors, who wish to be considered for this project, must furnish the following information, in the order listed:

1. Affirmative Action

Indicate if your firm is certified by the Department of Human Rights for Affirmative Action as stated in *Minnesota Statute 363.073*. Any questions, call (612) 296-5683. Send:

- A copy of your firm's current Certificate of Compliance issued by the Commissioner of Human Rights or;
- A letter from Human Rights certifying that your firm has a current Certification of Compliance or;
- A notarized letter certifying that your firm has not had more than twenty full-time employees anytime during the previous twelve months.

2. Provide a company name, business address, the contact person's name, telephone number, fax number, Federal tax I.D. number, and Minnesota tax I.D. number (if applicable).

3. Indicate, for information purposes, if your firm is certified by the Department of Transportation as a Targeted Group Business (TGB). Any questions, call the EEO Contract Management at (612) 297-1376.

4. A brief statement of your understanding of the work to be done under this project.

5. Detail the project team organization and key personnel you anticipate using on this project. Indicate in which fields your key personnel hold Minnesota Professional Registration or have related certification. List subcontractors and TGB participation and show their key personnel for this project.

Note: TGB participation for this project has been established at 10%.

6. Describe the most recent project of similar nature completed by your company key personnel that you intend to assign to this project.

7. Location of where the work is to be done for both the prime and subcontractor.

8. Federal Forms 254 and 255 and your company brochure detail Minnesota office separately. Summarize or highlight information on personnel whom you are proposing for this project.

To receive forms, call the General Services Administration at (612) 725-3015.

Eight copies of the expressions of interest and qualifications shall be delivered to the address shown below, not later than two o'clock in the afternoon (2:00 P.M.) Friday, May 3, 1996. Late submittal will not be accepted. Send responses to:

Alex Chernyaev, P.E.  
Assistant Consultant Agreements Engineer  
Transportation Building, Room 720-S  
395 John Ireland Boulevard  
St. Paul, MN 55155

Short listing responders for this project is anticipated to be completed in May 1996.

## Non-State Public Bids, Contracts & Grants

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### Department of Transportation

#### Transportation Research and Investment Management Division

#### Notice of Amended Dates to Communications Infrastructure RFP

Mn/DOT published a notice of availability of this RFP in the February 20, 1996, *State Register*. Mn/DOT is now amending two dates in that RFP as follows:

Proposals due .....April 26, 1996

Selection of proposal for negotiations (Planned, but subject to change).....June 14, 1996

Questions regarding these date changes or the RFP can be directed to Jerry Skelton, (612) 297-5205, Fax: (612) 296-3311, or at M.S. 445, Minnesota Department of Transportation, 395 John Ireland Boulevard, St. Paul, Minnesota 55155.

## Non-State Public Bids, Contracts & Grants

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The *State Register* also serves as a central marketplace for contracts let out on bid by the public sector. The *Register* meets state and federal guidelines for statewide circulation of public notices. Any tax-supported institution or government jurisdiction may advertise contracts and requests for proposals from the private sector.

It is recommended that contracts and RFPs include the following: 1) name of contact person; 2) institution name, address, and telephone number; 3) brief description of project and tasks; 4) cost estimate; and 5) final submission date of completed contract proposal. Allow at least three weeks from publication date (four weeks from date article is submitted for publication). Surveys show that subscribers are interested in hearing about contracts for estimates as low as \$1,000. Contact the editor for further details.

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### Metropolitan Council

#### Request for Proposal for Financial Advisor Consultant

**NOTICE IS HEREBY GIVEN** that the Metropolitan Council is requesting proposals for financial consulting services. All proposals must be received no later than 4 p.m., April 18, 1996. (Attention: Richard P. Johnson).

Copies of the Request for Proposal may be obtained from the Metropolitan Council, Mears Park Centre, 230 E. Fifth St., St. Paul, MN 55101. Inquiries should be directed to Richard Johnson at 612/291-6454 or 612/291-0904 (TTY).

# Wild About Birds

## The DNR Bird Feeding Guide

ISBN 0-9647451-0-0

**Carrol L. Henderson**, Supervisor of the Non-Game Wildlife Program at Minnesota's Department of Natural Resources, shares his knowledge and appreciation for the natural habitats and traits of the wild birds who, with a little help from us, can thrive in spite of a rapidly changing landscape. Written in the same instructive manner as his popular books "Woodworking for Wildlife" and "Landscaping for Wildlife," **"Wild About Birds: The DNR Bird Feeding Guide"** provides techniques used by the author to double the number of species using his feeders. Includes woodshop basics for construction of 26 different feeders and tips on 44 types of food, plus detailed descriptions and photos of almost all the feeder-using species east of the Rocky Mountains - 69 in all. There's even a section on some of the unusual and unexpected wild visitors that may show up for a free meal. Over 425 color photographs, illustrations and diagrams make **"Wild About Birds"** a great reference manual, display book or gift. Ideal for the ornithologist, woodworker, or backyard birdwatcher. Spiral bound, 288 pages. **Stock Number 9-24 \$19.95**

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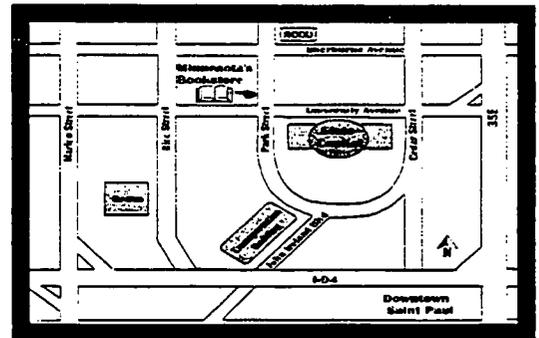
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